

Work Group: KEN IT Coordination Committee

Date	4/4/07	Time	3:00pm
Facilitator	K. Ann Riggs	Scribe	Teresa Tackett
Location	9th floor Conf. Rm. Capital Plaza Tower	Call-In #	

Agency / Attendees / Role

Educ.	Ann Riggs	Committee Member
COT	Tom Ferree	Committee Member
ConnectKy	Heather Gate (on behalf of Brian Mefford)	Committee Member
CPE	Al Lind	Committee Member
KDE	Tim Sizemore (on behalf of David Couch)	Committee Member
EPSB	Scott Smith	Committee Member
CPE	Miko Pattie	Chairperson, Applications Subcommittee
JCPS	Bo Lowrey	Guest

Agenda/Decisions

Item:	Call to order	Decision(s)
1		
Item:	Minutes & Communications Template Approved	Decision(s)
2	<p>Minutes for Mar. 7th meeting were reviewed by members.</p> <p>Minutes for the Mar. 21st, 2007 were reviewed by members</p> <p>Communications Template – 3 template documents were distributed and reviewed.</p> <ul style="list-style-type: none"> Draft-confidential (talking points) Second Draft –communications plan Press Release 	<p>Tim motioned to approve 3/7 minutes with suggested changes, Al 2nd the motion. Vote was taken, no objections were heard and minutes were approved w/ changes.</p> <p>Tom motioned to approve 3/21 minutes without any changes. Al 2nd the motion. Vote was taken, no objections were heard and minutes were approved.</p> <p>Modifications to be made. Ann will revise and re-distribute for final approval at a later date.</p>

Item:	Network Subcommittee Update	Decision(s)
3	<p><u>Network Subcommittee:</u> Tim Sizemore, Chairperson</p> <ul style="list-style-type: none"> Substantial progress from Windstream in last 2 weeks New dates allows us to meet goal of 92 sites by 6/30/07 Better communication from A T & T Meeting on 4/20/07 to outline steps re: Peering of the networks (previously scheduled for 1st week of April, now possibly May) Need an agreement for timetable <p>MOA is needed to govern the peering of the 2 networks</p>	<p>*Tom will set something up for Mark Rutledge, Ann Riggs, and Al Lind to meet and discuss. *Ann will contact Jeff Mosley to discuss the legalities of MOA or amendment for governing team for Peering.</p>
Item:	Application Subcommittee Update	Decision(s)
4	<p><u>Application Subcommittee:</u> Miko Patti, Chairperson</p> <p>Miko passed out the application matrix divided into bundles.</p> <ul style="list-style-type: none"> The Application Subcommittee recommends that the 1st and 2nd Bundle to into the 2008-2010 Budget Request. Bundle 1 meets all 10 guidelines Bundle 2 meets Federal Mandates Heather pointed out that I2 has been used to showcase KEN, but I2 falls into Bundle 3 Need to identify user group for each application and enable them to begin working 	<p>Miko will finalize the draft template for Workgroup Charge w/ 6 questions; and send out to members along with matrix. Approval is tabled until then.</p>

Item:	Capital Project Update	
5	<p>There is nothing official yet, but Ann has met with Charlie Harmon, Ann Guarnieri, Sally Hamilton and Robin Morley. Possibly a new workgroup will be formed to work on this.</p> <p>Updates to follow</p>	Ann will try to complete a new plan by Friday and re-distribute to group.
6	Open Discussion	
	<p>KEN – Best of Ky nomination was submitted on Mar. 30, 2007</p> <p>Equestrian Event 2010 / Internet 2 – still being discussed by Exec. Committee and we are waiting to hear back from them.</p> <p>Miko Invited KEN ITC Committee members to join their conference on 4/25/07 via video conference at CPE- Conference room A</p> <p>Tim asked that his DEMO be added to our agenda on 4/18/07 and would like to be early in the agenda.</p>	This will be held at CPE – conference room A to better accommodate

Other Discussions

New/Other Business – Discussions and Decisions:

Next Steps

Action Items Assigned in this Meeting:

1. Ann will revise communications plan and re-distribute for final approval at a later date.
2. Tom will try to set up a meeting for Ann, Mark, and Al to discuss an MOA or Amendment for governing team for Peering.
3. Ann will contact Jeff Mosley to discuss the legalities of MOA or amendment for governing team for Peering.

Next Meeting	Agenda Items Suggested and/or Moved Forward
	Items:
	<p>Next IT Coordination Committee Meeting is 4/18/07</p> <p>Next Executive Committee Meeting is end of April or first of May - TBD</p>

KPID = Key Point(s) Influencing Decision (e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.) will be noted as and if they apply to individual decisions.